

## **PLANNING AND HOLDING AN AGFR TOURNAMENT**

### **Preamble**

The AGFR holds one tournament per year rotated on a State by State basis annually.

The selection of an area for the tournament should have one or two championship courses in close proximity, adequate accommodation and plenty of interesting things to do.

The planning of a week long activity such as an AGFR tournament will take a considerable amount of detailed effort over quite a long period however the rewards are considerable both financially and personally.

The week starts on Sunday when Registrations take place and welcome kits are handed out with the Delegates Meeting held that afternoon.

The AGM is held after the first round of golf on the Monday afternoon and sometimes a civic reception is held on the Monday night to welcome the participants and this should be encouraged.

Run in parallel with the golf competition is a program for the non-golfing partners which usually involves a couple of lunches, morning and afternoon teas together with a couple of visits to places of interest in the area.

A Rotary makeup dinner is usually organised with the local Club where most Rotarians and partners generally attend and this is typically held on the Tuesday night at a venue that can hold around 150-200 people, it is also good to have an interesting guest speaker from the area who has a humorous story to tell, however the makeup dinner is the responsibility to the Rotary Club as distinct from the organising Committee.

It is suggested that the address and phone number of the venues of all functions be included with the player information at registration for the Tournament.

The golf course selected should be of championship standard and are required to handle a field of around 144 persons max in a shotgun format.

The Rotarian golf championship is held over 4 rounds of 18 holes whilst the partners play 3 rounds all are a stableford competition.

The Rotarian Championship is in the format of 72 holes with either all rounds to count or 54 holes to count (with 1 round dropped) with the final 18 holes compulsory in the count. In other words 1 of the 1<sup>st</sup> three rounds may be dropped off a competitors score but the final round must count in the 54 hole total. Whether or not the 72 holes or 54 hole format is adapted is at the discretion of the organising Committee.

Typically, the Wednesday is a rest day allowing the local golf club to let members back on their course while the Rotarians and guests do some sightseeing.

Usually the organising Committee arranges a trip to a local tourist attraction including lunch.

Golf rounds are played Monday, Tuesday, Thursday and Friday with the partners only playing on the first three days of competition. This allows the sponsors to play on the last day (Friday).

There are a number of Trophies awarded for the total competition and these are clearly set out in the Rules, however daily prizes are usually awarded for winner and runner up for Rotarians and Partners and balls are given to better performers and these are handed out after the game.

On the Friday evening the presentation dinner is held and this venue should hold around 200 people allowing for local Rotarians and their partners and sponsors who have been involved in the event.

### **Activities to be conducted early**

The key to a successful tournament is to have the strong backing of the local Rotary Club and the formation of an organising Committee comprising people that have complementary skills to handle both the golf, financial, computer and social aspects for the tournament. Nominations to hold an AGFR Tournament should be in writing to the AGFR Delegates meeting 2 years prior to the relevant States turn on a rotational basis. The rotational basis is NSW, WA, SA, NT, QLD, VIC & TAS.

A budget should be prepared so that entry fees and costs can be assessed early.

Typically at this stage, potential sponsors should be contacted emphasizing both the local and National scope of the tournament. A typical group of sponsors may have one at \$5000 and a number around \$1000-\$1500. The amount raised in sponsorship will have a large bearing on the amount of fundraising the Club can gain as the other activities should be roughly covered by the entry fees.

Included in the tournament costs is an amount of \$25 per player which is the annual membership subscription to AGFR.

Out of the funds collected a figure of \$5000 is to be paid to the AGFR which covers a scholarship known as "The John Hood AGFR Memorial Scholarship" for a young greenkeeper from the State involved in running the event. This allows the young green keeper to travel to the USA and participate in the Ohio State University Global Turfgrass Intern Program for one year.

It would be beneficial if a representative from the organising committee could attend the previous events and in particular to attend the event prior to theirs to make a short presentation which may include a DVD from the local tourism body including details of the golf courses and accommodation. Generally a folder containing printed information of the area, golf courses,

accommodation and entry forms are handed out at the same time. It is a good idea to have entry forms available for distribution at the end of previous event.

### **Entry Forms**

A copy of previous entry form is available showing what needs to be covered.

Means of payment should be flexible with credit card and direct banking available.

The main means of distribution is by handing out the previous meeting but suggest emailing to all on the AGFR mailing list is appropriate around six months prior to the tournament.

The entry form and promotional brochure is also added to our website [www.agfr.org](http://www.agfr.org)

### **Sponsorship**

An important element to make the event viable and you should think big with major banks being fair game as well as wineries, travel houses, motor vehicle manufacturers/importers, retail stores in the area and motels. Of course sponsors would have invitation to the Presentation dinner and an opportunity to play golf on the Friday. Giveaways can be put in the gift bags advertising their particular wares.

Other venues have typically cleared \$12000 to \$15000 with one club raising \$60000 after all expenses. The greater the sponsorship the greater the fundraising from the Tournament.

### **Golf Course Planning**

Obviously to plan four days of golf for 144 players without upsetting all your local golf club members is tricky so we suggest the use of two golf courses if possible will make it easier in running the event.

As our membership is ageing, there is a need for around 20-30 motorized carts depending on the course and a number of pull trolleys and electric buggies to be available. These items can be generally hired from an outside source for a fee given plenty of notice.

### **Scoring**

Easily overlooked, but a very important element is to have a computer scoring system and someone capable of keeping scores up to date both on a daily and total basis. The AGFR does have a programme on Microsoft Access which covers all the registrations, finances and scoring for the Tournament and should be used for all future Tournaments to avoid any embarrassing scoring errors.

### **Printing**

Polo shirts need to be arranged and embroidered for each event at an extra cost to participant.

Name tags for all participants.

A programme for the event should be given to all participants listing all the participants and their contact details, playing groups for each day, starting times etc, with a welcome message from the Rotary Club and the President of the AGFR. Also included should be the financial statements, agenda for the AGM and the minutes of the last AGM.

A photographer for the Tournament should be arranged to provide a photo of the 1<sup>st</sup> day playing fourball and other photographs to include on the gallery of the AGFR webpage. The playing fourball photo shall be processed and made available to each player prior to the end of the Tournament – the cost of which is included in the entry fee.

### **Social Program**

Usually a separate committee is formed to come up with a program for those not playing golf. Essential elements would be as follows:-

Activities for non players on Monday, Tuesday and Friday (Thursday can be a free day) bearing in mind that the partners do not play on Friday so numbers could be up as some of the playing partners may wish to join the Friday activities.

An activity maybe planned for Wednesday for all participants, although some may like to do their own thing.

These activities should be set out at the registration area on the Sunday so people can register/pay at that stage. The Wednesday tour could be included on the registration form for the event and paid for at the time of registration.

Maybe input to the Makeup Dinner such as a suggest guest speaker.

From experience, the numbers of non playing people is around 25 to 30.

### **Civic Reception**

This is by no means mandatory and depends on the local Mayor/Council but it can be a nice touch to start out the tournament.

Typically a venue such as the Town Hall banquet room capable of holding 200 people and some drinks and savouries with a couple of short speeches. In all this should last no more than 90 minutes?

### **Accommodation**

Obviously this is important and we would envisage a major hotel or resort where the majority of the entrants could stay as this encourages more fellowship amongst the participants. Other local Motels and caravan parks should be given the opportunity to participate and may be prepared to

Sponsor.

Brochures should be included in the handout pack with the entry forms. Room costs should be available at the time of the entry form printing

### **Trophies**

The AGFR has a group of boards which list all the winners of the various trophies, these are sent to the organising Rotary club each year and need to be engraved after each event before sending on to the next Rotary Club.

The trophies and how they are to be awarded are all listed in the AGFR By-laws which are available from the President of the AGFR or your State Delegates.

The prizes given with the trophies should be of a size which can be easily transported in a person's luggage whom has to fly to and from the event. A nice touch can be to base the prizes around some local theme or identification of the area in which the Tournament is held.

### **Summary**

There is an AGFR flag which should be flown at each event and then presented to the next organiser at the Presentation Dinner.

Running the event is a big ask and maybe all Rotary Clubs in the area can share the load but one thing is for sure that both the President and Secretary/Treasurer of the AGFR are available for ongoing advice.

In organising the event it should be kept in mind that the whole week is about 'FELLOWSHIP' which is one of the great ideals of Rotary.